AUDITING PROCEDURES REPORT Issued under P.A. 2 of 1968, as amended. Filing is mandatory.

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_] yes	no 🎘	9.	The lo	cal	unit ha	as not	ado	pted	an inve	estment	polic	y as re	equired by	P.A	. 196 of	1997 (MCL 129.95	5).
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Tuscola County, Michigan

Report on Financial Statements

March 31, 2005

Tuscola County, Michigan

Report on Financial Statements

March 31, 2005

TOWNSHIP BOARD

1	
Supervisor	Henry Wymore
Treasurer	Candra Prystajko
Clerk	Katie Green
Trustee	Andrew Green
Trustee	John Welke

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August 3, 2005

INDEPENDENT AUDITORS' REPORT

Members of the Township Board Fremont Township Tuscola County, Michigan

We have audited the accompanying general-purpose financial statements of the Township of Fremont as of March 31, 2005 and 2004 and for the years then ended. These general purpose financial statements are the responsibility of Fremont Township management. Our responsibility is to express an opinion on these general-purpose financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general-purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general-purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general-purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Management has not presented government-wide financial statements to display the financial position and changes in the financial position of its governmental activities. Accounting principles generally accepted in the United States of America require the presentation of government-wide financial statements. The amounts that would be reported in government-wide financial statements for the Township of Fremont's governmental activities are not reasonably determinable.

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township of Fremont as of March 31, 2005 and 2004, or changes in its financial position or cash flows where applicable, for the years then ended.

Our audit was made for the purpose of forming an opinion on the financial statements taken as a whole. The supplemental financial information listed in the Table of Contents is presented for purposes of additional analysis and is not a required part of the general-purpose financial statements of Fremont Township. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the financial statements taken as a whole.

anderson, Tuckey, Burlandt & Doron, P.C.

ANDERSON, TUCKEY, BERNHARDT & DORAN, P.C. CERTIFIED PUBLIC ACCOUNTANTS



Combined Balance Sheet - All Fund Types and Account Group March 31, 2005

	GOVERNMENTAL FUND TYPE GENERAL		ACCOUNT GROUP	FIDUCIARY FUND TYPE
			GENERAL FIXED ASSETS	TRUST & AGENCY
ASSETS Cash Certificates of Deposit	\$	47,173 151,756		\$ 93,176
Taxes Receivable Due from CTCF Prepaid expenses		109,619 36,239		291,794
General fixed assets TOTAL ASSETS	<u> </u>		\$ 84,835	
TOTAL ASSETS	<u>\$</u>	344,787	<u>\$ 84,835</u>	\$ 384,970
LIABILITIES & FUND BALANCE Accounts payable Payroll liabilities	\$	4,327		
Due to General Fund Due to other governmental units			 	\$ 109,619 275,351
Total Liabilities		4,327	-	384,970
Fund Balance: Investment in general fixed assets Unreserved:			\$ 84,835	
Designated for building fund Undesignated		61,500 278,960	_ 	
Total Fund Balance		340,460	84,835	-
TOTAL LIABILITIES & FUND BALANCE	\$	344,787	\$ 84,835	\$ 384,970

TOTAL (MEMORANDUM ONLY)

MAR	CH 31,
2005	2004
\$ 140,349	\$ 168,199
151,756	114,419
291,794	170,511
109,619	96,909
36,239	24,116
84,835	83,509
\$ 814,592	\$ 657,663
\$ 4,327	-
109,619	\$ 96,909
275,351	158,219
389,297	255,128
84,835	83,509
61,500	51,500
278,960	267,526
425,295	402,535
\$ 814,592	\$ 657,663

Statement of Revenues, Expenditures and Changes In Fund Balance - General Fund

	YEAR ENDE 2005	D MARCH 31, 2004
REVENUES:		
Taxes	\$ 109,780	\$ 95,289
Intergovernmental	172,343	176,839
Licenses and permits	3,070	2,625
Charges for services	15,540	11,171
Interest	2,230	3,807
Miscellaneous	52	2,299
TOTAL REVENUES	303,016	292,030
EXPENDITURES:		
Legislative	43,357	28,727
General government	103,842	84,146
Public safety	25,183	24,440
Highways and streets	104,873	129,579
Drain-at-large	4,327	2,854
Other expenditures		1,322
TOTAL EXPENDITURES	281,582	271,068
EXCESS (DEFICIENCY) OF REVENUES		
OVER EXPENDITURES	21,434	20,962
FUND BALANCE - BEGINNING OF YEAR	319,026	298,064
FUND BALANCE - END OF YEAR	\$ 340,460	\$319,026

Statement of Revenues, Expenditures and Changes In Fund Balance - Budget and Actual General Fund Year Ended March 31, 2005

	BUDGET	ACTUAL	FAV	RIANCE - ORABLE VORABLE)
REVENUES:				
Taxes	\$ 99,000	\$109,780	\$	10,780
Intergovernmental	150,000	172,343		22,343
Licenses and permits	2,950	3,070		120
Charges for services	13,181	15,540		2,359
Interest	3,300	2,230		(1,070)
Miscellaneous	2,275	52		(2,223)
TOTAL REVENUES	270,706	303,016		32,310
EXPENDITURES:				
Legislative	46,230	43,357		2,873
General government	118,795	103,842	÷	14,953
Public safety	25,283	25,183		100
Highways and streets	130,124	104,873		25,251
Drain-at-large	6,121	4,327		1,794
Other expenditures	1,500	_		1,500
TOTAL EXPENDITURES	328,053	281,582		44,971
EXCESS (DEFICIENCY) OF REVENUES				
OVER EXPENDITURES	(57,347)	21,434		78,781
FUND BALANCE - BEGINNING OF YEAR	319,026	319,026		
FUND BALANCE - END OF YEAR	\$ 261,679	\$ 340,460	\$	78,781

Notes to Financial Statements For the Year Ended March 31, 2005

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Fremont became a Township prior to 1859 and is located in Tuscola County. The Township is operated under a Township Board consisting of five members. The Township provides various services to approximately 3,500 residents.

The accounting policies of Fremont Township conform to generally accepted accounting principles applicable to governmental units. The following is a summary of more significant policies:

THE REPORTING ENTITY:

The accompanying general purpose financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board (GASB) Statement No. 14 "The Financial Reporting Entity" for determining the various governmental organizations to be included in the reporting entity. The Township is the primary government that has oversight responsibility and control over all activities. The Township receives funding from local, state and federal government sources and must comply with the concomitant requirements of these funding source entities. However, the Township is not included in any other governmental "reporting entity" as defined in GASB pronouncements since the Township Board members are a publicly elected governing body that has separate legal standing and is fiscally independent of other governmental entities. As such, the Board has decision-making authority, the authority to levy taxes and determine its budget, the power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters. The Township does not include any other component units within its general-purpose financial statements.

BASIS OF PRESENTATION:

The financial activities of the local unit are recorded in separate funds and account groups, categorized and described as follows:

GOVERNMENTAL FUNDS:

General Fund - The General Fund is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

ACCOUNT GROUPS:

General Fixed Assets Account Group - This account group presents the fixed assets of the Township.

Notes to Financial Statements For the Year Ended March 31, 2005

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

BASIS OF ACCOUNTING:

The modified accrual basis of accounting is followed in the governmental fund types. The modified accrual basis of accounting is defined as the basis of accounting under which expenditures other than accrued interest on general long term obligations are recorded at the time liabilities are incurred and revenues are recognized when available or measurable. Modifications in such method from the accrual basis are as follows:

- 1. Property taxes and other revenues that are measurable but not available for use to financial operations are recorded as deferred revenue. Other revenue is recorded when earned.
 - Properties are assessed as of December 31 and the related property taxes become a lien on July 1 of the following year. These taxes are due on February 14 after which they are added to the County tax rolls.
- 2. Payments for inventoriable types of supplies are recorded as expenditures at the time of purchase.

CASH AND INVESTMENTS:

Michigan Compiled Laws, Section 129.91, authorizes Fremont Township to deposit and invest in the account of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan. The Township Board has designated several local banks for the deposit of Township funds.

The Township's retirement system's investments are held in trust by the investment fiduciary. Michigan Compiled Laws, Section 38.1132, authorizes the Township's retirement system to invest in a wide variety of investments including stocks, bonds, certificates of deposit, real estate, annuity contracts obligations of a specified nature, and real or personal property. Specific limitations apply to the various investment types depending on the size of the system.

The Township's deposits and investments are in accordance with statutory authority.

RECEIVABLES:

Receivables have been recognized for all significant amounts due the Township. Valuation reserves have not been provided in that collection thereof is not considered doubtful and any uncollected amounts would be immaterial.

Notes to Financial Statements For the Year Ended March 31, 2005

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (Continued):

COMPARATIVE DATA:

Comparative total data for the prior year has been presented in the accompanying financial statements in order to provide an understanding of changes in the Township's financial position and operations. However, comparative data has not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

TOTAL COLUMNS ON COMBINED STATEMENTS - OVERVIEW:

Total columns on the combined statements - overview are captioned **Memorandum Only** to indicate that they are presented only to facilitate financial analysis.

FIXED ASSETS:

General fixed assets are not capitalized in the funds used to acquire or construct them. Instead, capital acquisition and construction are reflected as expenditures in governmental funds, and the related assets are reported in the general fixed assets account group. All purchased fixed assets are valued to cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair market value on the date received. Fixed assets purchased within the proprietary funds and the non-expendable trust fund are reported as assets within those funds and accordingly, are included on their balance sheet.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related fixed assets, as applicable.

Public domain ("infrastructure") general fixed assets consisting of roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems are not capitalized, as these assets are immovable and of value only to the government. Primarily because of this policy, total expenditures for capital improvements in the governmental funds do not equal total additions to the general fixed asset account group.

NOTE 2 - PENSION PLAN:

The Township of Fremont contributes to the Township of Fremont Group Pension Plan, which is a defined contribution pension plan, sponsored by Manufacturers Life Insurance Company. The plan has been adopted under the provisions of section 401(a) of the Internal Revenue Code.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive.

Under a defined contribution pension plan, the benefits a participant will receive depends solely on the amount contributed to the participant's account, the returns earned on investment of those contributions, and forfeitures of other participant's benefits that may be allocated to such participant's account.

Notes to Financial Statements For the Year Ended March 31, 2005

NOTE 2 - PENSION PLAN, (Continued):

Contributions made by the Township or elected officials vest immediately. An elected official who leaves the employment of the Township is entitled to his or her contributions and the Township's contributions, plus interest earned. The Township is required to contribute an amount based upon the elected official's base salary on May 1 of the plan year.

The amount that the Township will contribute is 25% of the elected official's annual covered compensation of \$28,125 for the year ended March 31, 2005, subject to a minimum contribution of \$200.

During the year the Township's required and actual contributions including fees amounted to \$9,536 for the year ended March 31, 2005 and \$7,990 for the year ended March 31, 2004.

NOTE 3 - CHANGES IN GENERAL FIXED ASSETS:

A summary of changes in general fixed assets is as follows:

	BALANCE APRIL 1, <u>2004</u>	ADDITIONS	DELETIONS	BALANCE MARCH 31, 2005
Land - cemetery	\$19,500			\$19,500
Building - cemetery	11,189			11,189
Office equipment	17,672			17,672
Election equipment	6,287			6,287
Machinery - cemetery	15,054	\$1,326		16,380
Land improvement	_13,807			13,807
	\$83,509	\$1,326	\$ 0	\$84,835

The Township has established a policy of capitalizing assets purchased with a value of \$250 or greater.

NOTE 4 - BUDGETS AND BUDGETARY ACCOUNTING:

The Township follows these procedures in establishing the budgetary data reflected in the financial statements.

- 1. The Township's Supervisor submits to the Township Board a proposed budget by March 31 of each year. The budget includes proposed expenditures and means of financing them.
- 2. The budget for the General Fund is adopted on a basis consistent with generally accepted accounting principles.
- 3. Budgeted amounts are as originally adopted, or as amended by the Township Board. Individual amendments were not material in relation to the original appropriations that were amended.

Notes to Financial Statements For the Year Ended March 31, 2005

NOTE 5 - CASH AND INVESTMENTS:

Cash and investments are held separately by each of the Township's funds.

DEPOSITS:

At year end, the carrying amount of the Township's deposits was \$292,105 and the bank balance was \$317,105 of which \$113,096 was covered by federal depository insurance and \$204,009 was uninsured and uncollateralized.

INVESTMENTS:

The Township's investments are categorized to give an indication of the level of risk assumed by the Township at year-end. Category 1 includes investments that are insured or registered, or securities held by the Township's or the Township's agent in the Township's name. Category 2 includes investments that are uninsured and unregistered, with securities held by the counterpart's trust department or its agent in the Township's name. Category 3 includes investments that are uninsured and unregistered, with the securities held by the counter party, or by its trust department or its agent but not in the Township's name. At March 31, 2005, the Township had no Category 1,2 or 3 investments.

The Township's cash, cash equivalents, investments and restricted assets at March 31, 2005 are composed of the following:

	AND CASH EQUIVALENTS
General Fund: Deposits Current Tax Collection Fund:	\$198,929
Deposits	<u>93,176</u>
TOTAL	\$292,105

NOTE 6 – RISK MANAGEMENT:

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees' and natural disasters. The Township carries commercial insurance to cover any losses that may result from the above described activities. For insured programs, there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

NOTE 7 – PROPERTY TAX REVENUE:

Property taxes become an enforceable lien on the property as of December 1. Taxes are levied on December 1 and are due in February of the following year. The Township bills and collects its own property taxes and also taxes for the county, intermediate school district, state education fund and school districts. All tax collections are accounted for in the tax collection fund, an agency fund. Township tax revenues are recognized in the fiscal year that includes the December 1 levy date. A levy of 1.4019 mills was applied to \$64,140,929 taxable value for the 2004 tax year.

Notes to Financial Statements For the Year Ended March 31, 2005

NOTE 8 – DESIGNATED FUND BALANCE:

The Township Board has designated a certain level of fund balance be set aside for the possible future construction of a township hall. Designated fund balance as of March 31, 2005 amounted to \$51,500.

NOTE 9 – GASB 34:

The Township chose not to adopt GASB 34, which is required by Generally Accepted Accounting Principals (GAAP). This departure from GAAP is also noted in the audit report letter.

ADDITIONAL INFORMATION

General Fund Schedule of Revenues - Budget & Actual

	YE			
	BUDGET	ACTUAL	VARIANCE - FAVORABLE (UNFAVORABLE)	YEAR ENDED MARCH 31, 2004
Taxes				
Property taxes	\$ 84,000	\$ 89,929	\$ 5,929	\$ 84,196
Administrative fee	15,000	19,851	4,851	11,093
Total Taxes	99,000	109,780	10,780	95,289
Intergovernmental				
State Shared Revenue - Metro	3,580	3,580	-	-
State Shared Revenue	146,420	168,763	22,343	176,839
Total Intergovernmetal	150,000	172,343	22,343	176,839
Licenses and permits	2,950	3,070	120	2,625
Charges for services	13,181_	15,540	2,359	11,171
Interest	3,300	2,230	(1,070)	3,807
Miscellaneous	2,275	52	(2,223)	2,299
Total Revenues	\$ 270,706	\$ 303,016	\$ 32,310	\$ 292,030

General Fund Schedule of Expenditures - Budget & Actual

	YEAR ENDED MARCH 31, 2005					
	BUDGET	ACTUAL	FAV	RIANCE - ORABLE VORABLE)	YEA MA	CTUAL R ENDED RCH 31, 2004
LEGISLATIVE						
Township Board			_		_	
Salaries	\$ 2,280	\$ 1,932	\$	348	\$	2,185
Fringe benefits	8,000	9,536		(1,536)		7,990
Membership & dues	1,800	1,287		513		1,426
Education & training	150	-		150		117
Professional services	7,700	5,640		2,060		4,623
Mileage	· -	23		(23)		13
Data processing	4,050	6,878		(2,828)		1,345
Printing & publishing	2,200	2,756		(556)		1,411
Miscellaneous	7,700	6,438		1,262		2,860
Insurance	9,650	4,964		4,686		3,854
Payroll taxes	2,700	3,904		(1,204)		2,903
TOTAL LEGISLATIVE	46,230	43,357		2,873		28,727
GENERAL GOVERNMENT Supervisor						
Salaries	9,000	8,785		215		8,600
Contracted services	1,000	-		1,000		350
Office supplies	250	203		47		108
Education & meetings	1,500	491		1,009		1,156
Mileage	1,000	318		682		660
Miscellaneous	50	-		50		-
Telephone	100	7		93		27
Total Supervisor	12,900	9,804		3,096		10,901
Clerk's Staff						
Salaries	10,600	10,386		214		10,144
Contracted services	800	25		775		450
Office supplies	550	641		(91)		180
Education & meetings	1,400	812		588		673
Mileage	400	178		222		227
Miscellaneous	25	-		25		0
Telephone	350	396		(46)		36
Total Clerk's Staff	14,125	12,439_		1,686		11,710

(Continued)

General Fund Schedule of Expenditures - Budget & Actual

	YEAR ENDED MARCH 31, 2005					
	BUDGET	ACTUAL	VARIA FAVOF (UNFAVO	RABLE	YEA MA	CTUAL R ENDED RCH 31, 2004
GENERAL GOVERNMENT, (Continued) Treasurer						
Salaries	\$ 9,500	\$ 8,941	\$	559	œ.	0.500
Contracted services	φ 9,300 250	\$ 6,941 50	Φ	200	\$	9,500
Office supplies	2,800	1,726				4 5 40
Education & meetings	1,200	780		1,074		1,548
Mileage	400	760 168		420		400
Tax bill preperation				232		102
Telephone	3,600	3,313		287		3,595
relepriorie	300	122		178		0_
Total Treasurer	18,050	15,100	····	2,950		14,745
Cemetery Operations						
Contracted services	16,650	16,850		(200)		13,450
Maintenance & gas	1,200	1,300		(100)		610
Miscellaneous	4,850	3,289		1,561		1,520
Capital Outlay	3,000	2,199		801		2,097
Total Cemetery Operations	25,700	23,638		2,062		17,677
Election						
Salaries	2.500	0.550		(50)		
Office supplies	2,500	2,558		(58)		550
Miscellaneous	1,500	987		513		214
	250	82		168		40
Education & training	350	376	····	(26)		22
Total Election	4,600	4,002		598		826
Zoning						
Salaries	7,250	6,980		270		5,511
Office supplies	550	130		420		242
Miscellaneous	3,900	2,752		1,148		1,456
Mileage	400	459		(59)		164
Legal & professional fees	2,000	20		1,980		1,247
Education & Training	500	*		500		-
Total Zoning	14,600	10,340		4,260		8,620

(Continued)

General Fund Schedule of Expenditures - Budget & Actual

	YEAR ENDED MARCH 31, 2005				
CENEDAL COVERNMENT (Continued)	BUDGET	ACTUAL	VARIANCE - FAVORABLE (UNFAVORABLE)	ACTUAL YEAR ENDED MARCH 31, 2004	
GENERAL GOVERNMENT, (Continued) Assessor	\$ 26,685	\$ 27,818	\$ (1,133)	\$ 18,521	
Board of Review					
Salaries	1,150	670	480	1,011	
Education & training	300	-	300	4	
Miscellaneous	635	32	604	131	
Office supplies	50		50_		
Total Board of Review	2,135	702	1,434	1,146	
TOTAL GENERAL GOVERNMENT	118,795	103,842	14,953	84,146	
Public Safety					
Fire protection service	12,275	12,275	-	11,925	
Fire calls	8,000	7,900	100	7,007	
Ambulance service	5,008	5,008	-	5,008	
Thumb narcotics unit	<u> </u>			500	
Total Public Safety	25,283	25,183	100	24,440	
Highways & Streets Road maintenance &					
construction	106,420	81,169	25,251	109,455	
Metro act expenses	3,580	3,580	-	-	
Chloride	20,124	20,124		20,124	
Total Highways & Streets	130,124	104,873	25,251	129,579	
Drain-at-Large	6,121	4,327	1,794	2,854	
Other Expenditures	1,500		1,500	1,322	
TOTAL EXPENDITURES	\$ 328,053	\$ 281,582	\$ 46,471	\$ 271,068	

See the accompanying notes.

Schedule of Changes in Assets and Liabilities All Agency Funds For the Fiscal Year Ended March 31, 2005

	CURRENT TAX COLLECTION FUND			
	BALANCE MARCH 31, 2004	ADDITIONS	DEDUCTIONS	BALANCE MARCH 31, 2005
ASSETS				
Cash Taxes Receivable	\$ 84,617 170,511	\$ 8,559 1,996,643	\$ 1,875,360	\$ 93,176 291,794
TOTAL ASSETS	\$ 255,128	\$ 2,005,202	\$ 1,875,360	\$ 384,970
LIABILITIES				
<u>LIABILITIES</u>				
Accounts Payable	\$ 1,133	\$ 1,133.00		\$ -
Due to state	-	358,323	\$ 385,046.00	26,723
Due to Tuscola County	69,717	537,988	551,673	83,402
Due to Caro Schools	40	558	550	32
Due to General Fund	96,909	97,070	109,780	109,619
Due to Intermediate Schools	35,515	264,465	273,084	44,134
Due to Mayville Schools	44,388	561,923	629,585	112,050
Due to Mayville Library	7,426	53,900	55,484	9,010
TOTAL LIABILITIES	\$ 255,128	\$ 1,875,360	\$ 2,005,202	\$ 384,970